

Board of Municipal Utilities
Meeting Minutes
August 17, 2021
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

The meeting was called to order at 6:30 PM. The meeting was held using web-based video conferencing technology and streamed live over Facebook.

Present: Mr. Abram, Mr. Dzwonczyk, Mr. Rush, and Mr. Phillips.

Also present: Acting CUE Munro, Technical Support Specialist Collins, Mayor Zilka, Councilman Spaetzel, and Community Outreach Specialist Arnold (arrived partway through)

Excused: Mrs. Schnabel.

Approve Minutes

Chairman Dzwonczyk presented the Minutes of the July 6, 2021 regular meeting. With no changes, additions or corrections noted, he ordered that the minutes stand and be distributed as presented.

Public Speakers

None.

Correspondence

Mr. Munro informed the Board staff had received a request from Mr. Lonsberry of Avon Lake appealing the requirement of his backflow device. Mr. Lonsberry has a 1-acre property on which he has several gardens. After the inspection of the intended water use at the property, staff determined that a testable backflow device would be needed to protect his house and the Avon Lake water system. Mr. Lonsberry is appealing the requirement of a backflow device that will need to be tested annually.

Mr. Munro said that staff denied the initial appeal, and Mr. Lonsberry is now appealing the decision directly to the Board. The Chairman asked if Mr. Lonsberry was satisfied with the assistance and results from staff. Mr. Munro said that Mr. Lonsberry was not satisfied and was therefore appealing that he did not want to have annual inspections of a backflow device. Mr. Munro further stated that according to the Ohio Administrative Code, it is the water purveyor's obligation to enforce backflow regulations and determine what type of backflow device is needed at a specific location.

The Chairman said this is not something peculiar to Mr. Lonsberry, and other Avon Lake residents are also subjected to the annual inspection. Mr. Munro confirmed that any individual with a backflow device is subject to an annual inspection every 12 months. The Chairman said that there is nothing the Board can do to modify the Ohio Administrative Code, and the appeal to the Board would not be effective. Mr. Phillips asked if there was any requirement for Mr. Lonsberry that would not have been applied to any other resident of Avon Lake in a similar

situation. Mr. Munro said that there was no other requirement. Mr. Phillips said that there is nothing the Board would be able to do.

Expenditures

Following review of expenses date August 17, 2021, for funds and amounts as follows, Mr. Abram moved, Mr. Rush seconded, to approve the expenditures of August 17, 2021:

Water Fund 701	\$	632,431.44
Wastewater Fund 721	\$	407,597.65
MOR Fund 703	\$	509,070.03
MOR Fund 762	\$	826,543.28
West Ridge Interconnect Fund 702	\$	54,772.57
Water Construction Fund 704	\$	25,000.00
LORCO Fund 749	\$	30,851.76

Ayes (per voice vote): Abram, Dzwonczyk, Phillips, and Rush.

Nays: None

Motion carried.

Ohio BWC Trench Safety Grant

Mr. Munro informed the Board that the Ohio Bureau of Workers' Compensation (BWC) offers various safety grants throughout the year. He said in the past, Avon Lake Regional Water has been the recipient of these funds for various initiatives. Mr. Munro told the Board that he recently submitted a grant application for the 2021 Trench Safety Grant, as this grant program is offered as a partnership with BWC and employers to help reduce or eliminate injuries associated with trenching operations. He added that the grant is a 4-to-1 matching grant with a maximum award by BWC of \$12,000. He said that on August 13th, staff received notification from BWC that ALRW was awarded the full grant amount of \$12,000 to be used toward the purchase of shoring equipment. Through this grant staff will be purchasing two (2) complete Smartshore packages at a total cost of \$17,190, which crews will be able to use on job sites. ALRW is responsible for is \$5,190.

Mr. Phillips said that this was good grant to get on behalf of the organization, and he commended staff for finding the grant. The Chairman agreed with Mr. Phillips, and he said that safety is an important part of a quality organization. He asked Mr. Munro if the Board could see brochures or sheets for the Smartshore packages. Mr. Munro said that he will provide that information to the Board, and during a work session before a Board meeting he will focus on ALRW's safety program. Mr. Munro said that safety does not take a day off, and staff takes it very seriously.

Additional Storage Building

Mr. Munro said that as part of the 2021 construction budgets, staff included the construction of an additional storage building to be erected at the Administration Building. The original design was for a pole barn, but it has since been upgraded. The purpose of this building is storage for distribution supply inventory that ALRW maintains and is used for water lines. He said equipment will be stored in this building along with a commercial truck wash system for fleet vehicles. The truck washing system is included in the bid package, but it will be optional. The bid package is currently listed on Bid Express with a bid opening date of Wednesday August

18th. He said staff intends to have a recommended award for approval at the September 7th meeting.

The Chairman asked about the building that has been upgraded from a pole barn to the storage building what is the time table for the project to begin. Mr. Munro said with the approval to be at the September 7th meeting, and with the contracting phase a notice to proceed should be ready by the end of September. Depending on the type of material that is awarded will determine the lead time. Mr. Munro added that staff is intending to perform as much of the work as possible for the building in order to reduce the overall cost. He said there is a 12-week lead time for First Energy in order to install the electrical work. The estimate is 90-110 days of construction from the Notice to Proceed.

The Chairman asked about planning and zoning for the building. Mr. Munro said that he has reached out to the Public Works Director, Mr. Reitz, to look at the plans. He said the building will be located at the 201 Miller Rd parcel, he has asked for it to be viewed as a modification to the existing parcel. The Chairman asked if Mr. Munro expected to be able to occupy the structure by the following summer. Mr. Munro confirmed that those are his expectations.

Annual Chemical & Supplies Bid

Mr. Munro informed the Board that the annual chemical bid is currently listed on Bid Express with a bid opening date of August 30th. Staff intends to have a recommended award for approval at the September 7th meeting. He said as a reminder to the Board, staff did receive a Force Majeure letter from Jones Chemical Incorporated (JCI) regarding their supply of chlorine. There have been zero supply issues, and the price has stayed the same since the letter from JCI. He also said he spoke with colleagues from other utilities and they had similar instances with their chlorine supplier. The Chairman asked if there was any expected budgetary impact. Mr. Munro said that there was no impact expected, but if there would be an impact it would be minimal. Mr. Abram asked if staff would bid again for chlorine. Mr. Munro said that since the chemical is used at both facilities staff will be bidding for chlorine again. He added that JCI is usually the only supplier of chlorine.

The annual Distribution & Collection Supplies bid is currently being prepared by staff. This will go out for bid on Monday August 23rd with a tentative bid opening date of September 7th. Staff intends to have a recommended award for approval at the September 21st meeting.

Asset Evaluation & Rate Study

Mr. Munro said that staff issued a Request for Qualifications (RFQ) for firms to submit their qualifications and experience in performing asset and system evaluations as well as rate studies. He said that two firms responded to the RFQ; Walden Environmental Engineering and Raftelis. After reviewing the relevant experience and ranking of the proposals, the review team chose Raftelis to perform the professional services. He said staff is currently working with Raftelis on a scope and budget for the study and he intends to have a recommendation for award at the September 7th Board meeting. He added that this will help staff make capital planning decisions moving forward. Mr. Rush thanked staff for going through the process of the RFQ as that keeps things streamlined and more competitive.

Project Updates

Orthophosphate Point of Application: Mr. Munro said that staff is working through some functionality issues with the new system and its control by SCADA. He said SOS Integration is

trouble shooting the issues with the PLC and the feedback wiring to the new pumps. The Chairman asked if the system would be fully functional by the following week. Mr. Munro confirmed the system would be fully functional by then.

WFP & ETL Design Services: Mr. Munro said that on Thursday, July 29th staff and representatives from HDR visited the Frankfort Water Treatment Plant and the Danville Water Filtration Plant in Kentucky. He said the purpose of this visit was to evaluate their on-site sodium hypochlorite disinfection systems. Both facilities offered very different systems, and one of the big considerations now is electrical usage. Staff is working to evaluate on-site sodium hypochlorite systems versus bulk deliveries of sodium hypochlorite in our effort to replace chlorine gas disinfection at the WFP. Mr. Munro also said that design services for the new system was not included, and he said an amendment is coming soon for the Board to review.

The Chairman asked for Mr. Munro to explain what the generation of on-site hypochlorite would mean for the Avon Lake Regional Water system. Mr. Munro said that there are many benefits to the on-site system. The system uses salt and it goes into an electrical grid, and it transforms into sodium hypochlorite which is used for disinfection. He said this is then transferred into storage tanks on-site and used for the treatment process. There is exterior storage requirement for the salt. He added that the Frankfort facility had a very tightly written specification for their salt, because they had operational issues in the past with cheaper, coarser salt. Mr. Munro said the tour of the different facilities was very instructive and helpful for staff.

The Chairman said the reason staff is looking at on-site generation is because of potential interruption of the already prepared chlorite that is used at the Water Filtration Plant. Mr. Munro confirmed that the force majeure letter from Avon Lake Regional Water's chlorine supplier started the initial research into on-site generation. He said that staff is exploring a hybrid option of on-site generation as well as storage tanks to accept bulk deliveries. He added that there are no facilities in Ohio that have on-site generation, and from what staff has been told this is due to hurdles from the Ohio EPA but this will not shy the utility away from pursuing this option.

Mr. Munro said that HDR provided staff with 50% design drawings for the ETL suction line and the ETL1 line from Moore Rd. to Krebs Rd. Staff has provided HDR with comments on these design drawings and HDR is currently incorporating those comments into the design. He said the majority of comments relate to the path of alignment for the ETL suction line, and most of those comments will be incorporated into the new design. This will save up to \$250,000.00 on the project. The Chairman said the ETL suction line is adding redundancy to the problem plagued line along the tracks. Mr. Munro confirmed that the section running north to south from Electric Boulevard to Moore Road Pump Station has had numerous breaks from the corrosive soils and stray currents from the power lines. He said there is no cathodic protection on that pipe so staff is looking to install a 42" second line to take the existing 36" line out of service to perform a condition assessment to see if it can be salvaged. The Chairman said this was a very important project especially for the bulk customers.

Mr. Abram asked if staff has reached a recommendation on what kind of pipe would be used for the line. Mr. Munro said that staff decided to go with PVC because the coefficient drag on the pre-stressed concrete cylinder pipe (PCCP) would increase the needed pumping rates. He said this would also require more power usage. He said staff met with the manufacture of the PVC to understand the challenges they are facing as far as supply. They are bringing on a few facilities, one only a few hours away in Pennsylvania. He said that plant manufactures the large diameter pressure pipe which will be used in the project. The supply of resins is not an issue, it's the manufacturing.

The Chairman stated that this is a good development because staff had preferred PVC but had been scared by the sudden increase in oil prices that we had earlier this year. He said this is good news that PVC has fallen back into the realm of affordability. Mr. Munro said another decision regarding the PVC was that the PCCP manufacturer was recommending that for the project an extra \$75/linear foot be paid to coat the concrete pipe just in case there were any corrosion issues. He said this increase drove up the price of the PCCP to the cost of PVC, and staff was not willing to be the guinea pig for the project.

Acting CUE Reports & Action Items

Mr. Munro said that staff is finalizing the quotes for the security camera upgrades, and he hopes to have that proposal available to the Board soon. He said there will be a phased approach to implementing the security cameras starting at the Water Filtration Plant with the other two facilities coming in the first quarter of 2022.

He also said he received correspondence from Ohio EPA requiring the utility to disconnect from the connection at the Division Road water tower that is no longer used by Avon Lake Regional Water. The engineering staff conducted an analysis of the water age of the water system to assist the Ohio EPA in their decision. There are several cell phone leases that are attached to the water tower that need to be cancelled, and those leases are currently being reviewed by the Law Director. He said the connection must be dug up and disconnected according to Ohio EPA. Plans have been submitted to disconnect from the system, and once they have been approved by the Ohio EPA, staff will move forward will proceed. He said the demolition on the property will need to go out to bid once that step has been reached.

The Chairman asked the Acting CUE to amplify what he means by water age for the viewing public. Mr. Munro said that the water age in the system that is monitored, and there are approved sampling points that staff samples for disinfection byproduct and other important metrics. He said there are peak hours for water, and as more water is used in the system the water age, or the time the water has been in the distribution system after it left the WFP, is less than at off-peak hours when there is lower usage. He said Mr. Yuronich and his staff do an excellent job of monitoring for disinfections byproducts. He added that since there will be a change in the distribution system by removing a water tower that was 500,000 gallons in capacity, the Ohio EPA wants to make sure staff has the appropriate locations for monitoring in the future.

Mr. Munro said that Avon Lake Regional Water will be welcoming the Mayors of Lorain County on August 18, 2021. He said Mayor Zilka and his colleagues around Lorain County will be coming to the Administration Building for a meet and greet, followed by a tour of Water Filtration Plant. Staff is looking forward to hosting their group.

Member Reports

The Chairman welcomed everyone back after the summer break and in-person. He said he is looking forward to having Mrs. Schnabel back at the next meeting. He said during the break there was a get together at Mr. Munro's home attended by Board Members and staff. He said he would be in attendance for the Mayors tour on August 18th, and he is looking forward to it.

Miscellaneous

Mr. Abram asked if Mr. Munro had the opportunity to look at the article he had submitted with the Board packet regarding COVID in wastewater. He asked that at the next meeting Mr. Munro

give the Board his opinion. Mr. Munro said he has not reviewed the article yet, but he will look over it. The Chairman said the article was interesting, but it's hard to know which way COVID is heading but it may be a way to sample.

Public Speakers

Mayor Zilka said that the mayors are looking forward to the tour on August 18th. He said the group has been looking forward to the tour for some time, and with a total of 12 mayors in attendance he thinks it will be interesting and informative. He said it is good PR for everyone in Avon Lake.

Mr. Spaetzel referenced the large amount of rain that took place during the previous week, and he asked if Avon Lake Regional Water had any issues from the windstorm or the torrential downpour. Mr. Munro said there were some power outages, but all of the facilities have full generator capabilities. He said with the vast amount of rain received in such a short period of time there were no sanitary sewer issues, but there were flooding issues. Mr. Munro said he has been working with Joe Reitz on this matter. There is a list of residents who have had basement flooding, and staff is continuing to work through that customer list to get to the root cause of that flooding. He added that most of the flooding appears to be storm water related, but he will be meeting with Mr. Reitz to debrief.

Executive Session

Mr. Rush moved, and Mr. Abram seconded, to meet in executive session as allowed by ORC §121.22 G (1) and (3) to discuss personnel and legal matters and include the Acting CUE.

Ayes (per roll-call vote): Abram, Dzwonczyk, Phillips, and Rush.
Nays: None
Motion carried.

Adjourn

As there was no further business, Mr. Abram moved to adjourn, and Mr. Rush seconded. The meeting adjourned at 8:26 PM.

Ayes (per voice vote): Abram, Dzwonczyk, Phillips, and Rush.
Nays: None
Motion carried.

Approved _____ 2021.

John Dzwonczyk, Chairman

Robert Munro, Clerk